



Personal Pathways to success™

TRIDENT REGIONAL EDUCATION CENTER

ADVISORY BOARD

Minutes of 03.18.09

Present: *Rob Kerr (chair), Joan Anderson, Ruth Jordan, Dr. Frances Welch, Patricia Ferguson (coordinator)*

Present (on conference call): *Lou DuBon, Jan Faulkner, Don Nye, Keith Oliver, Clarence Wright*

Partner: *Allen Wutzdorff (administrative partner representative)*

The following agenda items were addressed.

A. Call To Order

Rob Kerr called the meeting to order at 8:06a.

B. Minutes of January 14, 2009

Keith Oliver motioned for the approval of the January 14, 2009 minutes and Don Nye seconded with full acceptance by the RECAB.

C. TREC Project Highlight

P. Ferguson hosted a C2B registration session for the RECAB. She encouraged the members that C2B would provide students, parents and/or educators with access to the variety of industries and careers that exist in the region along with extended learning and job opportunities. She also shared a registration template and guided the members through the registration process. This session was also used to gain the RECAB's comments and recommendations about the process as TREC plans its registration efforts in the region. Member observations are as follows:

- Employers may need a cluster guide to determine which clusters their organization represents.
- Employers should have the capability to view the offerings of other employers on the system.
- Can employers print the clusters to identify those that their businesses offer?
- More opportunities are needed in the "business support to schools" option in the process.
- Can employers print the screens or information entered in C2B?
- Explanations of the options or basic terms need to be used to describe the options, such as "hosting students at my business".
- Standing RECAB questions: What funds will sustain the system? How will the funds generated from the system impact the state?

Following the registration session, P. Ferguson offered an official “Thank You” to Anita Zucker and Francine Reed of the InterTech Group, Inc. for hosting the first regional business Connect2Business Information session on Tuesday, March 12, 2009. The event was well attended and the business leaders were enthusiastic about the system and the opportunity to register.

D. EED CC/RECC Updates

Rob Kerr, as a member of the newly formed SC EED Regional Education Center Advisory Panel, RECAP, shared the following information provided in the February 24, 2009 RECAP meeting in Columbia.

- R. Kerr advised the members that RECABs continue to experience difficulty in filling vacant advisory board member positions. He mentioned that an ad hoc committee was created to recommend changes to the legislative process to appoint RECAB members.

The ad hoc committee was asked to review the following recommendation as it prepares its plan for the RECAP:

RECAB members would submit board member recommendations to its local delegations. If there is no action by a delegation within a given time frame, the recommended community member(s) would immediately fill the vacant board position(s).

- R. Kerr also indicated that RECAB members are advised to promote C2B and begin registering their business partners.
- He concluded the report by noting the next RECAP meeting date of April 22, 2009.

E. Committee Reports:

1. Business & Education

On behalf of Jim Young, chair of the Business & Education committee, Lou DuBon reported that the committee continues to outline the pilot soft skill solution for the region. The soft skill solution team has agreed to pilot soft skill components in one first year course in each school district. The team is now tasked to define Trident soft skills, outline the course curriculum and design the course with the regional instructors who will teach the pilot course in the fall. The committee will meet on April 21, 2009. The committee will also begin a small campaign effort to promote soft skills by participating in the TREC soft skill/interview project with Summerville High School and Mrs. Meyer’s ninth grade English class.

2. Needs

P. Ferguson reported that she met with the Trident Adult Education professionals to discuss the needs for the adult learner needs assessment that the committee planned to conduct this year. She advised the RECAB that the professionals extended the use of their survey findings to the committee and recommended that the committee focus completely on building and updating virtual TREC for adult learners. Following the report, The RECAB members voiced their agreement and accepted the recommendation from the adult learner professionals.

3. Partner

Jan Faulkner reported that the committee met as requested of the RECAB to discuss the following employer request and prepare a recommendation for the board: *Because of their difficulty and that of other organizations to hire individuals for certain career occupations, a local employer advised the Trident RECAB regarding a need to convene regional business, education and community stakeholders to review the concerns and suggest potential solutions. The employer requested that the RECAB serve as the initial convener of the group.* The committee recommends that virtual TREC be utilized to address the concerns of the employer. The committee also asked P. Ferguson to meet with the employer to share the decision and determine the next appropriate action. J. Faulkner also advised the board that the committee will meet with counseling professionals of both Dorchester County School Districts after the meeting as a follow-up session to outline needs and resources identified in the gap analysis. The committee extends an official “thank you” to Joyce Davis of Dorchester County School District Four and Sheila Lenz of Dorchester County School District Two for their assistance in organizing the meeting.

4. Public Awareness

R. Jordan informed the board that Larry Hargett of Dorchester County has resigned due to multiple board appointments in the region. She indicated that she is the only member of the committee and needs assistance. Members agreed that the board could solicit the assistance of non-RECAB members to serve given the RECAB Chair’s approval.

R. Jordan shared that the Charleston County School District School Board has requested a C2B presentation and the date is being finalized. She is also planning program promotions, radio and television announcements.

Mrs. Jordan also mentioned the C2B Kick-Off event scheduled for April 28, 2009 at the Charleston Metro Chamber of Commerce and asked for event planning suggestions.

P. Ferguson advised the members that C2B kick-offs will be hosted throughout the state to build awareness of the tool and Personal Pathways. She also shared that the SCDE will use TREC’s C2B introduction slideshow presentation as a model for the other regions.

She also requested that the RECAB consider moving its May 2009 meeting to the April 28 date and she would provide lunch for the members at 11:30a as allowed by, Keith Oliver, Finance Committee Chair (who is also willing to assist with the refreshment needs of the meeting). The RECAB would then host the Kick-Off at 1p for community members. She suggests that TREC could invite community members to a dessert treat after lunch to learn more about Connect2Business. The members agreed to move the meeting date to April 28 and stated that the event should be a small gathering of influential leaders (super connectors) in the region. The members agreed to invite partners through their networks, include a notice in Ed Biz Link and other such publications and promote the idea of free C2B registrations for members who attend the event.

After several discussions, the members became concerned about the time for the event and suggested that early morning or late evening would be best for most leaders. P. Ferguson advised that Bill Barlow the C2B representative would not be available for a morning session on April 28. The RECAB asked P. Ferguson to determine if Bill Barlow was the only representative responsible to share C2B and what options were available to the RECAB regarding the time. R. Kerr advised members to share the names of individuals to include on the invitation list for P. Ferguson. A. Wutzdorff, Administrative Partner representative, informed the RECAB that he would assist P. Ferguson with the list and invitation for the Kick-Off.

F. Old Business – Virtual TREC

Briefly, P. Ferguson informed the members that the RECs have received some grant funds through the CHE Challenge grant to use to update their virtual sites. A local vendor will submit a proposal to the REC statewide coordinator for review and approval. Once the proposal is approved, the RECs will begin web page updates.

G. New Business

P. Ferguson shared the Connect2Business pilot site business registrations to date and highlighted the Trident's current registrations. Upon review of the data which highlighted low registrations for the region and a brief reference to the SC Chamber's report that indicated 29% of surveyed businesses were willing to host ELO's, P. Ferguson asked the Board to suggest additional marketing strategies to use to increase the number of business partner registrations.

The members offered the following:

- Follow-up with businesses to register
- Approach council members
- Partner with local chambers – Berkeley, Charleston, Dorchester who could offer members free C2B registrations
- Reach outside the RECAB circle
- Contact associations, such as, LMC, SHRM, IRC and school boards
- Send electronic registration template to the RECAB for distribution
- Create business cards with a link to 12 registration steps for RECAB distribution
- Link to regional events and promote the registration process
- Host registration webinars and invite businesses

H. Discussions/Announcements

R. Kerr thanked the guests and members for attending the meeting.

I. Adjournment

The meeting was adjourned at 9:14a.